

**Supervisory Performance Audit
Floor Care**

Employee:	Building:	Date:
Rated by:	Floor area:	Follow up date:

Item	Task	Rating Scale					Points	Comments
		Unsatisfactory	Needs Improvement	Meet Expectations	Exceeds Expectations	Very Good		
		1	2	3	4	5		
1	Hard surfaced floors are noticeably shiny/clean							
2	Floor finish is even and fre from debirs/stains							
3	Carpets are noticeably cleaner							
4	Gum, stains, debris are removed							
5	All furniture was put back in place							
6	Others?							
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